



Waste Management Division

For Office Use Only:

WMD Log #: 2012029

Date Rec'd.:

No. of Copies: 3

Fee: \$ 100

/Check # 68445

APPLICATION FORM FOR

TYPE I MODIFICATION
TO SOLID WASTE MANAGEMENT
FACILITY PERMIT



pursuant to
RSA 149-M and New Hampshire Administrative Solid Waste Rule Env-Sw 315

SECTION I. FACILITY IDENTIFICATION

(1)	Facility name: Town of Sanbornton Transfer/Recycling Center
(2)	Functional classification: <input checked="" type="checkbox"/> collection/storage/transfer <input type="checkbox"/> processing/treatment <input type="checkbox"/> landfill
(3)	Mailing address: P.O. Box 124 Sanbornton NH, 03269
(4)	Permit number: DES-SW-LP-94-503
(5)	Location, by street address and municipality: 184 Shaw Hill Rd., Sanbornton, NH, 03269

SECTION II. PERMITTEE IDENTIFICATION

(1)	Permittee/applicant name: David Nickerson, Chairman, Board of Selectmen		
(2)	Mailing address: P.O. Box 124, Sanbornton NH, 03269		
(3)	Telephone number: 603-286-8303		
(4)	If different than above, identify the individual associated with and designated by the permittee/applicant to be the contact individual for matters concerning this application:		
	(a) Name: Johnny Van Tassel	(b)	Title: Director of Public Works
	(c) Mailing address: P.O. Box 124, Sanbornton NH, 03269		
	(d) Telephone number: 603-286-8252	(e)	E-Mail: sanborntonhw@metrocast.net

SECTION III. DESCRIPTION OF PROPOSED MODIFICATION

Describe the proposed modification by answering each of the following questions. Use additional paper as necessary.

(1)	Provide a BRIEF description of the proposed modification. [Check box if response is provided on separate paper <input type="checkbox"/> The transfer center will be changing from a source separated to single stream recycling and will be changing our operating hours as outlined in the operating plan.		
(2)	Identify whether the proposed modification is a "type I-A" or "type I-B" modification. (If uncertain, use the worksheet provided with the instructions for this form): <input type="checkbox"/> Type I-A <input checked="" type="checkbox"/> Type I-B		
(3)	Identify, either below or on separate paper, each written permit condition that will require amendment to effect the proposed modification and provide draft language for the same. [Check box if response is provided on separate paper <input checked="" type="checkbox"/> See new operating plan.		
(4)	Identify, below, each "last approved plan of record" identified in the permit which will be affected by the proposed modification and will therefore require amendment/revision:		
	Check here if affected	TYPE OF PLAN	DES APPROVAL DATE
	<input type="checkbox"/>	Facility design plans/specifications	WMD LOG #
	<input checked="" type="checkbox"/>	Facility operating plan	(Find this number on your copy of the approval)
	<input checked="" type="checkbox"/>	Facility closure plan	
	<input type="checkbox"/>	Facility financial assurance plan	
	<input type="checkbox"/>	Other plan (specify):	

(5)	Submit, on separate paper, the proposed amendments/revisions for each document identified pursuant to (4) above, based on the below listed instructions. (Note: The revisions may be presented in the form of replacement pages ready for substitution into the last approved plan of record, each page being clearly marked to show the date of revision. In the event there is no last approved plan of record for any of the following, you must prepare and submit a full plan, including the proposed modification(s), in accordance with the applicable cited Rules.)
<input type="checkbox"/>	Facility design plans must be prepared in accordance with Env-Sw 1103.05.
<input checked="" type="checkbox"/>	Facility operating plans must be prepared in accordance with Env-Sw 1105.11.
<input checked="" type="checkbox"/>	Facility closure plans must be prepared in accordance with Env-Sw 1106.04.
<input type="checkbox"/>	Financial assurance plans must be prepared as specified in Env-Sw 1400 and must include all related draft financial assurance documents required to effect the proposed modification.
(6)	In order for DES to approve the proposed modification, the agency must be able to conclude from the information provided in this application that the proposed modification meets all applicable requirements of the Rules. Therefore, for any aspect of the proposed modification where it may not be self-evident that the proposed change meets all applicable requirements of the Rules, you should explicitly provide such information. Provide your response below and/or use separate paper as necessary. (Check box if response is attached on separate paper <input type="checkbox"/>)

SECTION IV. SCHEDULE

Provide a proposed schedule for implementing the modification. Use separate paper if necessary. (Check box if response is attached on separate paper ☐)

We will start educating the users on what is going to change and what will be the procedure for single stream recycling starting July 27, 2011 with full implementation to start on August 18, 2011.

SECTION V. STATEMENT OF NEED

Provide a statement of need describing why the proposed change is necessary or desirable. Use separate paper if necessary. (Check box if response is attached on separate paper ☐)

The change to single stream recycling was prompted by an invitation to join the Co-op when their facility is completed. The proposal was brought before the legislative body and was approved by at Town Meeting May 2008.

SECTION VI. IMPACT EVALUATION

On separate paper, identify all impacts, both positive and adverse, which the proposed modification will have, including each of the below listed considerations.

- (1) The effect the modification will have on facility function, capacity, life expectancy, service type and service area.
- (2) The effect the modification will have on the environment, public health and safety.
- (3) The effect the modification will have on the state's ability to achieve the goals and objectives specified in RSA 149-M:2, namely achieving a 40% minimum weight reduction in the solid waste stream on a per capita basis by the year 2000 and avoiding the disposal of recyclable materials in a lined landfill with a leachate collection system.
- (4) The effect the modification will have on establishing and maintaining integrated waste management systems consistent with the hierarchy of waste management methods in RSA 149-M:3 [the methods, in descending order of preference as specified in RSA 149-M:3, are: source reduction; recycling and reusing; composting; waste-to-energy technologies (including incineration), incineration without resource recovery; and landfilling].
- (5) Consistency with the state solid waste management plan and the applicable district plan, pursuant to RSA 149-M:12, I(b). If necessary, contact the P&DRS at (603) 271-2925 for plan information.

SECTION VII. PUBLIC BENEFIT DEMONSTRATION

Provide a "demonstration of public benefit" based on the below listed instructions. Check which one of the listed instructions applies to your particular application.

<input type="checkbox"/>	For a type I-A modification of a standard permit, provide a "demonstration of public benefit" in accordance with RSA 149-M:11 and in conformance with the provisions of Env-Sw 1005.05. Prepare and submit the demonstration on separate paper.
<input type="checkbox"/>	For a type I-A modification of an emergency permit or a research and development permit, or a permit-by-notification, there is a presumption of public benefit, provided that the proposed modification meets all requirements of the Rules. Therefore, you may skip this section and go to Section VIII.
<input checked="" type="checkbox"/>	For a type I-B modification, there is a presumption of public benefit, provided that the proposed modification meets all requirements of the Rules. Therefore, you may skip this section and go to Section VIII.

SECTION VIII. OTHER PERMITS

Complete the following table to identify and provide the status of all other permits or approvals necessary to effect the proposed modification.

Type of Permit/Approval Required	Date the Application was/will be Submitted	Status/Comments

SECTION IX. LEGAL NOTICES

Submit proof of having provided certain legal notifications and filings, as follows:

- (1) You must send by certified mail, or deliver in hand, a complete copy of this application to the host municipality, host solid waste management district and other affected entities, with a "notice of filing," as specified by Env-Sw 303.
- (2) For a type I-A modification, you must send by certified mail, or deliver in hand, a "notice of filing" to each owner of property abutting the facility site, as specified by Env-Sw 303. If the applicant/permittee or the owner of the facility site owns any abutting parcel of land, the "notice of filing" must be sent to the owner(s) of the next parcel(s) not owned by the permittee/applicant or facility site owner.
- (3) You must also provide a "notice of filing" to the New Hampshire Department of Justice/Office of the Attorney General (NH DoJ/AGO) if, pursuant to Section X(2) of this form, you are required to submit business and personal disclosure information.
- (4) You must attach to this application "proof" that notification has been provided as required by (1) through (3) above. Therefore, attach a copy of the notice(s) of filing and the signature(s) of all required recipients, acknowledging receipt.

SECTION X. CERTIFICATION OF COMPLIANCE/COMPLIANCE REPORT

All applications for permit modification must be submitted with either certification of compliance or a compliance report, as follows:

- (1) If you are ABLE to certify that each of the statements numbered (1) - (8) below are true, do so by your signature.
- (2) If you are UNABLE to certify that each of the statements numbered (1) - (8) below are true, you must:
 - ☐ Prepare and submit a separate Compliance Report as specified by Env-Sw 303.15; and
 - ☐ If the proposed modification involves a change in organizational structure, or a change in individuals/entities holding 10% or more of the permittee's debt or equity, or a change in officers, directors, partners or key employees, none of which constitutes a change in operational control of the facility or a change in ownership per Env-Sw 315.02(f), also submit completed "business and personal disclosure forms" for each non-compliant individual and entity involved in the change. Obtain the required forms from the P&DRS at (603) 271-2925. Submit the completed forms, with the notice of filing referenced by Section IX(3) of this form and a copy of the Compliance Report, direct to the New Hampshire Department of Justice/Office of Attorney General, Environmental Protection Bureau, 33 Capitol Street, Concord, NH 03301-6397. [Note: Copies of the completed disclosure forms should NOT be attached to this application when it is submitted to DES or to the host municipality, host solid waste management district and other effected entities, pursuant to Section IX(1) above. Only the NH DoJ/AGO should receive copies of the disclosure forms].

COMPLIANCE STATEMENT

The applicant shall certify that each of the statements listed in (1)-(8) below are true for each of the following individuals and entities:

- ☒ The applicant, and
- ☒ The facility owner, and
- ☒ The facility operator, and
- ☒ All individuals and entities holding 10% or more of the applicant's debt or equity, and
- ☒ All of the applicant's officers, directors, and partners, and
- ☒ All individuals and entities having managerial, supervisory or substantial decision making authority and responsibility for the management of the facility operations or the activity(s) for which approval is being sought.

- (1) No individual or entity listed above has been convicted of or plead guilty or no contest to a felony in any state or federal court during the 5 years before the date of the application.
- (2) No individual or entity listed above has been convicted of or plead guilty or no contest to a misdemeanor for a violation of environmental statutes or rules in any state or federal court during the 5 years before the date of the application.
- (3) No individual or entity listed above has owned or operated any hazardous or solid waste facility which has been the subject of an administrative or judicial enforcement action for a violation of environmental statutes or rules during the 5 years before the date of the application.

(4)	No individual or entity listed above has been the subject of any administrative or judicial enforcement action for a violation of environmental statutes and rules during the 5 years before the date of the application;
(5)	All hazardous and solid waste facilities owned or operated in New Hampshire by any individual or entity listed above are in compliance with either. (a) All applicable environmental statutes, rules, and DES permit requirements; or (b) A DES approved schedule for achieving compliance therewith.
(6)	All individuals and entities listed above are in compliance with all civil and criminal penalty provisions of any outstanding consent agreement, settlement, or court order to which DES is a party.
(7)	All individuals and entities listed above have paid, or are in compliance with the payment schedule for any administrative fine assessed by DES.
(8)	All individuals and entities listed above are in compliance with all terms and conditions under every administrative order, court order or settlement agreement relating to programs implemented by DES.

Signature of the permittee/applicant certifying the above statements are true:

Permittee/Applicant Name (Print Clearly or Type) David Nickerson, Chairman, Board of Selectmen

Permittee/Applicant Signature _____

Date _____

SECTION XI. PERMITTEE/APPLICANT SIGNATURE REQUIREMENTS

The permittee/applicant must sign the following statement prior to submitting this application. All copies of the application filed with DES must bear the permittee's/applicant's ORIGINAL signature. If the permittee/applicant is not an individual, an individual duly authorized by the permittee/applicant shall sign the application.

To the best of my knowledge and belief, the information and material submitted herewith is correct and complete. I understand that any approval granted by DES based on false and/or incomplete information shall be subject to revocation or suspension, and that administrative, civil or criminal penalties may also apply. I certify that this application is submitted on a complete and accurate form, as provided by DES, without alteration of the text.

Permittee/Applicant Name (Print Clearly or Type) David Nickerson, Chairman, Board of Selectmen

Permittee/Applicant Signature _____

Date _____

SECTION XII. PROPERTY OWNER SIGNATURE

If the permittee and property owner are not the same, the property owner must also sign this form as follows. All copies of the application filed with DES must bear the property owner's ORIGINAL signature. If the property owner is not an individual, an individual duly authorized by the property owner shall sign the application.

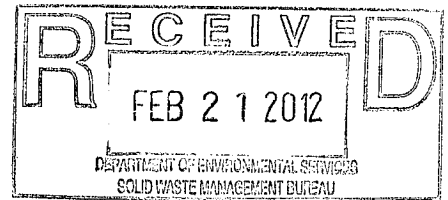
(1)	I hereby affirm that the permittee/applicant has the legal right to occupy and use the property on which the subject facility is or will be located for the purposes specified in this application.
(2)	I hereby affirm that I shall grant access to the property for closure and post-closure monitoring of the subject facility and site as required by RSA 149-M and the New Hampshire Solid Waste Rules (Env-Sw 100 - 300 and Env-Sw 400 - 2000), as amended.

Property Owner Name (Print Clearly or Type) _____

Property Owner Signature _____

Date _____

Operating Plan
For



WMD log # 2012029

Sanbornton Transfer/Recycling Center

July 27, 2011

SECTION I

FACILITY IDENTIFICATION

The Sanbornton Transfer/Recycling Center is located at 184 Shaw Hill Rd., Sanbornton NH, and has a mailing address of P.O. Box 124, Sanbornton NH, 03269. The Center operates under permit number DES-SW-LP-94-503.

The Center operates as a collection, storage, and transfer facility collecting approximately 3 tons per day of operation and storing no more than 12 tons of M.S.W. on site. The site also transfers out C&D up to approx. 12 tons. Service at the Center is limited in use to residents and property owners of Sanbornton NH only. No other outside agencies are allowed to use this facility.

SECTION II

PROHIBITED AND AUTHORIZED WASTES

1. Prohibited Wastes: This facility is not permitted to receive any of the following types of solid waste: Prohibited wastes, hazardous waste and ash generated by the combustion of solid waste, fossil fuel, or any combination, asbestos waste, explosive waste, contained gaseous waste, infectious waste, liquid waste, animal carcasses, contaminated soils, sludge, septage and other absorbent media, and any waste generated outside the state of New Hampshire.
2. Authorized Waste: Mixed municipal solid waste as defined by Env-Sw-103.46, namely wastes generated at residences, commercial or industrial establishments, to include those items listed in Section II(3-5), single stream recyclables, and electronics, but excluding automobile scrap and other motor vehicle waste, infectious waste, contaminated soil, absorbent material, and ash other than from household stoves.
3. Other Authorized Waste: Used oil for recycling and motor vehicle batteries.
4. Select Recyclable Materials: Recyclable materials will be collected via single stream. Items to be collected include paper, plastic, cardboard, glass, metal, textiles. After all of the above recyclable items are placed on a table for inspection and authorized by the attendant to go into the single stream dumpster the attendant then puts them into the dumpster for transportation to the MRF for separation. Non-ferrous and ferrous metals will be collected separate from the single stream recyclables.
5. Bulky Waste: Collection will be in accordance with Env-Sw-102.23. These are large items that cannot be handled by normal solid waste processing, collection or disposal methods, such as appliances, furniture, large auto parts, tires, and stumps. Appliances and white goods that contain CFC's and/or PCB's are stored separately to facilitate their removal by a qualified person. Tires are stored in a separate area by themselves and are removed when enough are accumulated for cost effective transportation or once a year regardless.
6. Inert Construction and Demolition Debris: Collection is in accordance with Env-Sw-103.26. This is comprised of materials that do not degrade, combust, or generate leachate, as follows: asphalt, brick, concrete, fiberglass, glass, insulation, metal, plaster, porcelain fixtures, shingles, tile, and drywall. Other construction and demolition debris is limited to: untreated/painted wood and lumber, treated/painted wood and lumber, carpeting, plastic/vinyl.

Date: Jan. 3, 2012 Facility: Sanbornton Transfer/Recycling Center Location: 184 Shaw Hill Rd. Sanbornton, NH Permit #: DES-SW-LP-94-503

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SECTION III

ROUTINE OPERATIONS PLAN

1. HOURS OF OPERATION: The days and hours the center will be open to receive and transfer wastes will be as specified below. All active and routine facility operations, including waste disposal, facility inspections, maintenance, repairs and monitoring, will occur between 6:00 AM and 6:00 PM under normal non-emergency circumstances.

Days	Hours
Sunday	
Monday	
Tuesday	
Wednesday	
Thursday	9:00 AM to 6:00 PM
Friday	9:00 AM to 6:00 PM
Saturday	7:30 AM to 5:30 PM

2. FACILITY ACCESS AND CONTROL: All buildings are locked and facility access is controlled by the use of a locked gate, perimeter fence, berms and natural features.

3. SIGNS AND POSTINGS: A four foot by eight foot sign is posted at the front entrance and contains the facility name and permit number, the days and hours the facility is open to receive waste, the types of waste accepted, and a statement that unlawful dumping is prohibited and subject to fine and prosecution. Wind shield stickers are also required for use of the Center and may be obtained at the Town Clerks Office or at the Transfer/Recycling Center free of charge. In addition, there is a sign inside the gate notifying users that the facility is for Sanbornton residents only. Other postings explain what is accepted at the Center, any associated fees for disposal, and directs them where to dispose of the items. Operator permits will be displayed on the facility office wall for all persons qualified and employed by the town as well as the facility permit, operating plan, and closure plan.

4. ON-SITE TRAFFIC PLAN: Traffic is routed through the main gate which then becomes one-way through the facility back to the main gate. Room is provided for traffic to stop, unload and not disrupt traffic flow through the facility.

5. WASTE ACCEPTANCE AND REJECTION PROCEDURES: Only authorized wastes, as specified by

Date: July 27, 2011 Facility: Sanbornton Transfer/Recycling Center Location: 184 Shaw Hill Rd. Sanbornton, NH Permit #: DES-SW-LP-94-503

the Permit, may be accepted by the facility. Incoming wastes must be inspected and, if necessary sampled and analyzed to assure the facility accepts authorized wastes only. All unauthorized waste must be rejected by this facility.

6. UNLOADING, SORTING AND INSPECTION PROCEDURES: Wastes will be placed directly into dumpsters and compactors by the user; this includes MSW, construction/demolition debris, and recyclables. Attendants will observe users and perform spot checks and reject any unauthorized wastes and re-educate users as to what is authorized and acceptable waste at the center.

7. WASTE QUANTITY: The quantity of wastes collected will be determined at the final destination facility by weighing the towns contracted hauler and returning the scale ticket and receipt for payment. These weight tickets will be used to fill out our end of year tonnage reports for MSW, Construction/demolition debris, and single stream recycling materials.

8. SOURCE MONITORING: The town requires users of the Transfer/Recycling center to obtain and display a registration sticker for the use of the center. The stickers are obtainable, free of charge, from the attendants at the transfer station.

9. DESTINATION MONITORING: The town is currently contracted with Bestway Waste Disposal Services to transport and dispose of all MSW and construction and demolition debris to North Country Environmental, Bethlehem, NH which is managed by Cassella the truck is weighed in and weighed out. Recyclables will be hauled to Bestway disposal services transfer facility located in Belmont, NH. Per Env-1105.11, North Country Environmental and Bestway will supply the town with a bill that displays the weight of each dumpster that leaves the transfer station. They have scales at their facilities.

10. COLLECTION, STORAGE AND TRANSFER PROCEDURES: MSW is placed and stored in a 30 yard roll off compaction container and is hauled by Bestway Disposal Services weekly or more often if the container is full. Construction and Demolition Debris is placed in an open top roll off container and transported by Bestway Disposal Services when full. Single stream recyclables are collected in an open top roll off container and is stored inside and transported by Bestway Disposal Services when full.

SECTION 4

RESIDUAL WASTE MANAGEMENT PLAN

This facility does not generate any residual waste.

SECTION 5

FACILITY MAINTENANCE INSPECTION AND MONITORING PLAN

1. SPONTANEOUS COMBUSTION: Flammables are not authorized waste collected at this facility. In the event that a spill should occur, the material is cleaned up with rags or paper towels then then allowed to air dry before disposal. Construction and demolition are collected and stored in a roll off container away from designated smoking areas and buildings. Compost materials are also accepted no food and it is turned over regularly to keep it from combusting and it is stored well away from other fire hazards.
2. OTHER FIRE HAZARDS: Smoking is allowed only in designated areas per the towns smoking policy. All trash receptacles are emptied when full or at a minimum the end of the day.
3. VECTOR PRODUCTION: All solid waste is enclosed in a compaction container and emptied regularly. Users are encouraged to rinse all cans and plastic to help reduce flies. Sweeping, emptying and cleaning of trash receptacles are perform regularly.
4. GENERATION OF METHANE, HAZARDOUS, OR EXPLOSIVE GASES: The closed landfill on site is tested 4 times per year by Horizon Engineering.
5. ODORS: Odors are controlled by cleaning up the waste as soon as possible and if necessary the area is washed down with bleach and water solution.
6. DUST: Dust is reduced by the use of paved drives within the facility.
7. WINDBLOWN LITTER: Enclosed containers and ensuring C&D containers are covered with heavy materials helps to reduce litter around the facility. Weekly the grounds are walked to collect any litter that has been blown against the fences.
8. LEACHATE: Any materials that may leak out of the compaction unit are cleaned and disposed of immediately. The area is then washed down with a water and bleach solution to eliminate any odors. Bestway is notified if there are any maintenance issues that need to be addressed with the container.
9. SPILLS: A Spill kit is on site to immediately contain and clean up any liquid materials. Spills other than liquids are cleaned up immediately and disposed of properly.

SECTION 6

CONTINGENCY PLAN

1. **FIRE:** Personnel on the scene will evaluate the situation and try to extinguish the fire using a fire extinguisher while another attendant calls 911 and evacuates the transfer station of all non-essential personnel up wind of the fire approximately 300 feet. If the fire is too big or gets out of control all attendants will evacuate and wait for the fire department to respond.
2. **OPERATOR INJURY:** All injuries regardless of the severity will be reported to their immediate supervisor. Personnel on the scene will evaluate the severity and determine a course of action to include calling 911. A Medical kit is available on site for minor injuries.
3. **EMERGENCY CONTACTS:** The following local, state and federal officials must be contacted in the event of an emergency at this facility:

Site Contacts	Name	Phone Number
Facility Manager	Johnny Van Tassel	603-998-4506
Local Agencies		
Ambulance/Fire/Police	Emergency	911
Sanbornton Fire Dept.	Non-emergency	603-286-4819
Sanbornton Police Dept.	Non-emergency	603-286-7116
County Sheriff Dept.	Belknap County	603-286-4323
Hospital	Lakes Region	603-527-2810
Spill Response	Clean Harbors Environmental	603-224-6626
State Agencies		
State Police	Emergency	603-271-3636
	Non-emergency	800-852-3411
	Non-emergency, Troop D, Concord	603-271-3333
Department of Environmental Services	Emergency Response(Daytime)	603-271-3644
	Solid Waste Management Division(Daytime)	603-271-2925
	Hazardous Materials Spills(Daytime)	603-271-3899

Department of Health and Human Services		603-271-4334
Homeland Security and Emergency Management		603-271-2231
Federal Agencies		
U.S. Environmental Protection Agency(Daytime)	Boston, MA	617-223-7265
National Response Center(Evening)		800-424-8802
Federal Emergency Management Agency(Daytime)	Boston, MA	617-223-9562
	Region 1 (Evening)	202-898-6189
Centers for Disease Control and Prevention(Daytime)	Atlanta, GA	404-639-3311

Date: Jan. 3, 2012 Facility: Sanbornton Transfer/Recycling Center Location: 184 Shaw Hill Rd. Sanbornton, NH Permit #: DES-SW-LP-94-503

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SECTION 7

EMPLOYEE TRAINING PROGRAM

1. OPERATOR CERTIFICATION: Operators must be trained and certified in accordance with the requirements of Chapter Env-Sw-1600 of the solid waste rules. In order to receive certification, applicants must fulfill the education and experience qualifications specified in Env-Sw-1603.05, submit an application provided by Department of Environmental Services, attend the Departments operator training program, and pass an examination applicable to the level of certification being sought. Classes may be scheduled by calling 603-271-2925. Operating certification is valid for one year from the date of issuance. To renew certifications all certified facility operators must attend at least one annual workshop administered by or approved by the Department of Environmental Services. If a certificate holder fails to attend an annual workshop, then he/she will be ineligible to renew their certification. Upcoming calendar workshops may be obtained by calling 603-271-2925.

2. SAFETY TRAINING: New personnel at the transfer station are trained on the safe operation of the balers, compactors, traffic safety within the facility, ladder safety, and proper lifting and bending to reduce back injuries, fire safety including fire extinguisher use, forklift operation, and select persons are given backhoe operation training. These are all reoccurring training performed on an annual basis.

SECTION 8

RECORDKEEPING AND REPORTING

1. FACILITY OPERATING RECORDS: Per Env-Sw 1105.06 the following records must be maintained at the transfer/recycling center at all times, unless approval is granted under the provisions for a type V permit modification under Env-Sw-315 or a waiver to relocate or destroy the record. All records must be made available for DES inspection and copies made available under Env-Sw-2000. Following closure, the records must be maintained at a location approved by DES in the closure plan, unless destruction is approved under the provisions for a type V permit modification in Env-Sw-315.

- a. Identification of the facility by name, location by street and municipality and permit number;
- b. Identification of the permittee by name, address and telephone number;
- c. Identification of facility operators by name, address, certificate number, and dates of employment at the facility;
- d. Quantity, type, and destination of all waste received by the site;
- e. Record of inspections, maintenance and repairs;
- f. Record of accidents, violations, remedial and emergency event response actions;
- g. Record of complaints received and related responses;
- h. Data from all environmental monitoring performed at or for the facility, whether required by the solid waste rules, permit, or undertaken voluntarily;
- i. Documentation of contact with the waste management district served by the facility as required by Env-Sw-1105.12. This requirement may be met by sending a copy of the annual report to the district chairperson with a cover letter stating its purpose.

2. REPORTING REQUIREMENTS: The permittee must notify DES in writing within thirty (30) days of any change in the facility address, telephone number, key certified operators and contact person (s). In addition, an annual facility report must be submitted by March 31 for the prior

Date: Jan. 3, 2012 Facility: Sanbornton Transfer/Recycling Center Location: 184 Shaw Hill Rd. Sanbornton, NH Permit #: DES-SW-LP-94-503

2. The reporting requirements for Env-Sw 1105.7 will be met.

3. Per Env-Sw 1105.05, copies of the facility's permit, operations plan, and closure plan should be kept at the facility. The signature page of the permit and all operator certifications must be posted at the facility in a conspicuous location.